



STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

P.O. BOX 119, HONOLULU, HAWAII 96810-0119

February 5, 2016

PRE-SOLICITATION NOTICE TO OFFERORS

A REQUEST FOR PROPOSAL (RFP) to provide an Enterprise Payroll and Time and Attendance Solution for the State of Hawaii will be posted on the Procurement Notices for Solicitation (PANS) website in February 2016. Originating from the Department of Accounting and General Services (DAGS), the RFP requirements include the replacement of current payroll services affecting more than 75,000 employees within the Executive Branch (including the Department of Education and the University of Hawaii), the Judiciary, the Legislature, the Office of Hawaiian Affairs, and the Hawaii Health Systems Corporation. Also, the requirements include the implementation of automated Time and Attendance functions in most of the above jurisdictions.

Time is of the essence. The State endeavors to expedite the procurement process and asks that Offeror responses be submitted by the deadlines to be included in the RFP. The evaluation process will also be held to a tight schedule. The competitive sealed proposal process associated with this RFP must complete no later than June 22, 2016. Proposal submittal deadline is currently set for April 4, 2016. Potential offerors are recommended to begin preparations for supporting the above process, with the universal intent of identifying the best solution that the State is able to procure and implement. The State also requests that Offeror questions be submitted expeditiously and in a comprehensive manner by the applicable RFP deadline, in order to receive clarity and responses for final submission and consideration.

All proposals shall be made on the solicitation document when available from PANS. All proposals must be completed in accordance with the accompanying instructions. Inquiries may be directed to the Department of Accounting and General Services via email at ets.erp@hawaii.gov or via telephone 808-586-0400 or facsimile 808-586-0775.

Respectfully submitted,

A handwritten signature in black ink that reads "DGMurdock". The signature is written in a cursive, flowing style.

DOUGLAS M MURDOCK
COMPTROLLER
State of Hawaii